
MINUTES**HUTCHINSON LANDMARKS COMMISSION**

City of Hutchinson

Thursday, September 22, 2016 – 4:00 p.m.
City Council Conference Room
125 E. Avenue B, Hutchinson, Kansas

1. Roll Call

Members present: Jo Higgins, Gale Wall, Tony Karam, Wes Bartlett, Chelsey Dawson, Shannon Whetzel and Greg Holmes.

Staff present: Jana McCarron, Planning Director; Casey Jones, Senior Planner; Aaron Barlow; Associate Planner and Stephanie Stewart, Planning Technician. Steve Dechant; City Council Member was also in attendance.

2. Welcome by Chairperson**3. Approval of Minutes**

Higgins asked if we had an update on placing the Houston Whiteside District sign toppers at the intersection of Avenue A and Plum Street. Jones stated that he will look into it.

Karam motioned to approve the August 11, 2016, minutes. Holmes seconded, and the motion passed unanimously.

4. Projects Approved Administratively: None**5. Projects Approved by the SHPO: None****6. Projects Approved by the City Council: None.****7. New Business****a. Review draft Comprehensive Plan. Regional Setting, Historic Preservation and Downtown.**

Jones reviewed the Regional Setting, Historic Preservation and Downtown section of the comprehensive plan with the Landmarks Commission. It was well received and a few comments and suggestions were added. Discussion ensued.

b. Update on the 2016 Historic Preservation Fund (HPF) Grant

Jones stated that as of today the RFP's for the cost comparison tool and for the consultation services have been posted on the City's web site. Jones and Barlow will send a mailing to preservationists and design professionals stating that qualified applicants have until October 31, 2016, to apply. Discussion ensued.

8. Old Business**a. Inventory of Houston Whiteside Historic District properties**

Review of the North side of East 1st Avenue, Cleveland Street and Ford Street.

Contributing Status Changes:

The Commission acknowledged that the house at 526 East 1st Avenue has been demolished. No other potential status changes were identified.

Staff will compile photos of all properties in the Houston Whiteside District for members to carefully review for a formal motion and recommendation to forward to the State. Bartlett thanked Higgins for all her time and hard work on taking the photos and creating the presentations.

(Dawson left.)

9. Other Business

a. **CLG Training, September 28, 2016, in Abilene, KS.**

Jones stated that Barlow, Stewart, Higgins and Bartlett will attend the Kansas Preservation Conference and Certified Local Government (CLG) Training. He added that the City has received a scholarship from the State to reimburse attendees for their conference registration fees and lodging costs.

b. **Kansas Preservation Conference, September 28-29, 2016, in Abilene, KS.**

c. **Open Comments from the audience.**

Dechant spoke on the enthusiasm he has seen from the Landmarks Commission members and thanked them for their efforts.

10. Adjournment – The meeting adjourned at 4:57 p.m.

Respectfully Submitted,
Stephanie Stewart, Planning Technician

Approved this 13th day of October, 2016.

Attest: 

Casey A. Jones, AICP, CFM, Senior Planner